

Core Collections Searching with



Use these tips to search

Public Library Core Collection: Nonfiction
Children's Core Collection
Fiction Core Collection
Graphic Novels Core Collection
Middle and Junior High Core Collection
Nonbook Materials Core Collection
Senior High Core Collection

Choose the search field from this list. Among the most useful fields are:

All-Smart Search: The easiest way to search! Just type in any word or phrase and the results will be returned, ranking the most important at the top. Records are ranked by the importance of the field the word is found in, with the Subject field getting the highest ranking.

Title: Use the title field to search for a specific book.

Subject: Not only can you search on topical subjects such as "dogs" or "history"; but you can also search the Subject field for specific types of books, such as "encyclopedias" or "almanacs."

Dewey Decimal Number: You can type any Dewey Number or range (for ranging, we recommend using Browse; see details in the Browse section of this tip sheet).

Reading level: can limit your search to titles appropriate for specific grade levels

Series: use this to search for a specific series of books

Year of Publication: Use this option to limit your search to books published during a specific time period. For example you could find any books about the Middle East published in the past year.

Document type: If you wish to limit your search to books for which there are reviews, choose Book Review from the Document Type box.

Samples of Advanced Searches

If you are interested in determining which animal encyclopedia to purchase, you can use the All-Smart field to search the topic. Example: *animal encyclopedia* in All-Smart. You can also search for other types of titles such as Almanacs or Dictionaries.

Interested in finding illustrated books on science? Combine science in All-Smart Search with Illustration from the pick list of Physical Descriptions.

Seeking a book on health that is current and up-to-date? Search on health in All-Smart Search and use the Limit Dates To boxes to find titles published between 2003 and 2009.

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Record Display

Personal Author: lists the author's name, and also acts as a link to all other titles in the database by that author.

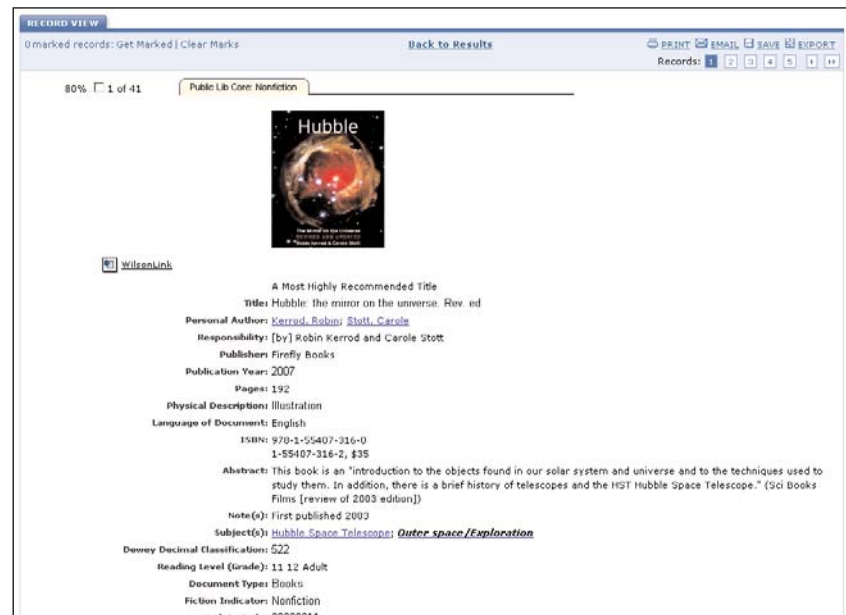
Contents Note: lists the table of contents of the book

ISBN: includes both the ISBN and the Price

Abstract: Written by Wilson editorial staff, based on information from the book, MARC records, or from book reviews, and may include an excerpt of a book review.

Subject: Not only are the subjects of the book listed, but each one acts as a link to find all the books on that subject.

Review: This field lists and links to a citation for book reviews of the title, including the full text of the review in many cases.



Browse

Browse presents alphabetical lists of the most important fields. Among the most useful Browse fields are:

Subject: If you Browse on Europe, you can see all of the subdivisions such as:

- Europe/Antiquities
- Europe/Church History
- Europe/Historical Geography/Maps
- Europe/Social Conditions

Dewey Decimal Number: Can be used to select ranges of Dewey Numbers. For example, if you would like to see several of the 978 category, you can Browse on 978, then check off 978.1, 978.6, and 978.9 and then click Selected Entries at the bottom of the screen to retrieve all books with those Dewey Numbers

Reading level: Use the Browse list to see the ranges of reading levels.

Series: if not sure of the exact name of a series, you can use this alphabetical list to identify the series you are interested in.

